Canadian Psychological Association

Section on Psychologists in Hospital and Health Centres (PHHC)

MINUTES

EXECUTIVE COMMITTEE MEETING

October 28, 2019

Present: Amanda Pontefract (Recorder), Simone Kortstee, Vincent Santiago, Cheryl Nekolaichuk, Stephanie Greenham, Sandra Clark

1. Approval of Minutes from October 7, 2019 (All)
   - Minutes approved

2. Approval/ Additions to Agenda (All)
   - student request (from Chelsea Moran)

3. Chair’s Report  (Simone)

   a. 2020 Convention Planning
      - Content
        - Invited Speaker
          - Susan Farrell is interested in speaking, with positive spin
**ACTION:** Stephanie, Amanda and Vincent to discuss with Susan on November 8

- Panel (1.5 hours)
  - Realities of hospital challenges, what it takes to work in a hospital
  - Recognize informal leadership roles
  - Schedule during conference, not pre-convention workshop
  - Opportunities as a psychologist, skillsets, role clarity
  - Innovation for psychologists

**ACTION:** Sandra. Simone and Vincent will work on submission

- PPL meeting at CPA (Kerry Mothersill request)
  - Effective models of service delivery in community mental health settings that maximize role clarity and skill

**ACTION:** Amanda will contact Kerry Mothersill for further clarification

- Video recording
  - Record speaker, not panel
  - Plan is to provide a summary of panel discussion to Members

- Student Awards (Vincent)
  - 2 awards at $250 each (1 for poster, 1 for presentation)
  - Travel award $500 for Student rep on Executive
  - Vincent reached out to connect with students in clinical psychology programs
  - Vincent will review submissions with committee, make recommendations, submit to CPA

- Student request from Chelsea Moran-update website

**ACTION:** Simone will send student award information to Tim Bleeker for PHHC Section Website; Vincent will send info to students, Simone will send to PHHC Members re: student submission process

- Several members offered to help review submissions

b. Committees- Leadership (Simone) - deferred

- Executive Committee member roles
- Leadership options
- Guidelines Revisited (carried over from last year)

1. Resource Guide for Managers of Psychologists
2. Guideline for the Organization of Psychology in Hospitals and Health Centres
4. Reports from Executive

a. Communications Committee Report (All)
   • Newsletter
   • Webinars
   • Communication Platform for PHHC Members (Stephanie)
     List serve/Google Groups
     o Closed group; people can be invited to join
     o Will need someone to act as administrator and enter information, add blurb and send out invitation
     o Recipients will click to accept Membership to Google group
     o Need to check technology requirements
     o PHHC Executive will pilot Google group prior to launch

   **ACTION:** Simone and Stephanie will check with CPA, members need to opt in

b. Secretary – Treasurer’s Report (Amanda)
   • Evidence Based practice funding request - carried forward from 2018

   **ACTION:** Amanda to follow up with CPA head office re: funding for Maxine’s project

c. Student Report (Vincent) - see convention section 3a

5. Meeting schedule (Amanda)
   • November 18, 12:30 p.m.

6. Adjournment
   • 4:00 p.m.